



Maine Department of Health and Human Services

MECMS Update 58

April 10, 2006

Billing News & Tips

Please review the revised payment schedule for the Patriots Day holiday

For the Patriots Day state holiday (Monday, April 17), the Department of Health and Human Services will change our schedule for issuing payments to providers.

Here is what would be the normal schedule and how it will be adjusted:

Normally, the claims cycle payment electronic funds transfers (EFTs) would be released on Friday, April 14, for receipt that night or until the following Tuesday, April 18, depending on the EFT vendor.

Adjusted schedule: The claims cycle payment EFTs are scheduled to be released on Friday, April 14, for receipt that night or until the following Wednesday, April 19, depending on the EFT vendor.

Normally, the claims cycle payment checks and corresponding remittance advice statements (RAs) would be released on Monday, April 17, for receipt by the following Friday, April 21, depending on the mail.

Adjusted schedule: The claims cycle payment checks and RAs will be released on Tuesday, April 18, for receipt by the following Saturday, April 22, depending on the mail.

Normally, the interim payment cycle EFTs would occur on Wednesday, April 19, for receipt that night or until the following Monday, April 24, depending on the EFT vendor.

Adjusted schedule: The interim payment cycle EFTs will occur on Thursday, April 20, for receipt that night or until the following Tuesday, April 25, depending on the EFT vendor.

Normally, the interim cycle payment checks that have no corresponding RAs would be released Thursday, April 20, for receipt by the following Tuesday, April 25, depending on the mail.

Adjusted schedule: The interim payment checks that have no corresponding RAs will be released on Friday, April 21, for receipt by the following Wednesday, April 26, depending on the mail.

For the week beginning April 24, the payment cycles will return to their normal dates.

If you re-bill denied lines that should have been paid, don't include paid lines

If you did not receive payment for all lines billed on a claim, and you should have been paid, please re-bill the denied lines only, with any necessary corrections.

Do not re-bill the paid lines when you re-bill the denied claim lines. If you re-bill paid lines, the entire claim will suspend, and that will delay your payment.

We're ready to help you with questions about interim payment reconciliation

If you have questions regarding reconciliation of interim payments, please don't hesitate to contact the Interim Payment Reconciliation Team (IPRT) at 207-287-5001, by e-mail at IPRT@maine.gov, or by fax at 207-624-5026.

(More **Billing News & Tips** on the next page.)

Double check your claims to make sure information is entered correctly

Before mailing any paper claim, please review the claim to make sure that the information is printed in the appropriate boxes. Check to make sure that information is within the box and doesn't extend into any adjacent box.

Enter only prior authorization numbers in the boxes that call for PA numbers

On all forms, enter a prior authorization (PA) number only in a PA box. Entering information other than the PA number will cause the information to be picked up as an invalid PA number and will cause the claim to deny.

On the CMS/HCFA 1500 claim form, a prior authorization number goes in **Box 23: Prior Authorization Number**.

On the UB-92 claim form, a prior authorization number goes in **FL 63: Treatment Authorization Codes**.

On the Dental claim form, a prior authorization number go in **Box 2: Medicaid Claim and EPSDT**, in the field titled **Prior Authorization #**. ■

Contact Us

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On the web: www.maine.gov/dhhs/bms

Write:

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Our listserv:

Sign up for a convenient, fast way to get the news you need about billing procedures and other MaineCare provider information:

<http://mailman.informe.org/mailman/listinfo/provider/>

Previous issues of *The MECMS Update*:

http://www.maine.gov/bms/innerthird/mecms_update_for_provider.htm